

**Appendix F: Field-based Activities Report****Lamar University – M.Ed. in Educational Technology Leadership****Field-based Activities Monthly Report - Part 1: Log**

**Instructions:** Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month's hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

<b>Date:</b> <b>October 2009</b>		<b>Total Internship hours at the start of the month:</b>	<b>0</b>
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>	<b>Met with District Computer Committee to test and review software &amp; peripherals</b>	<b>1.5</b>
	<b>Standard/Indicator</b>	<b>TF V.C</b>	
	<b>Communication with Site Mentor</b>	<b>None</b>	
<b>2</b>	<b>Week's Activities</b>	<b>Create and modify lessons for students located in the In-School Suspension &amp; Behavioral Adaptive Unit each week</b>	<b>31</b>
	<b>Standard/Indicator</b>	<b>TF III.B</b>	
	<b>Communication with Site Mentor</b>	<b>Spoke with Ms. Taylor to make sure these students has access to computers.</b>	
<b>3</b>	<b>Week's Activities</b>	<b>1. Meeting with Technology and Computer Committees to discuss policy, integration, and training.</b>  <b>2. Communicate with Carol Campbell (District Dir. Of Instructional Tech) monthly</b>	<b>6</b>  <b>10</b>
	<b>Standard/Indicator</b>	<b>1.    TF VIII.C</b> <b>2.    TF VIII.E</b>	
	<b>Communication with Site Mentor</b>	<b>None</b>	
<b>4</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>48.5</b>
<b>Total Internship hours to date including this month:</b>			<b>48.5</b>

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<b>Date:</b>	<b>November 2009</b>		<b>Total Internship hours at the start of the month:</b>	<b>48.5</b>
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>	
<b>1</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>2</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>3</b>	<b>Week's Activities</b>	<b>Attended Victims of the Web Conference</b>	<b>6</b>	
	<b>Standard/Indicator</b>	<b>TF VLD</b>		
	<b>Communication with Site Mentor</b>	<b>Shared notes and resources with Ms. Taylor</b>		
<b>4</b>	<b>Week's Activities</b>	<b>Created a power point and lesson on Internet Safety based on information obtained at Conference</b>	<b>2</b>	
	<b>Standard/Indicator</b>	<b>TF III.E</b>		
	<b>Communication with Site Mentor</b>	<b>Showed power point to Ms. Taylor for input</b>		
<b>5</b>	<b>Week's Activities</b>	<b>Showed internet safety presentation to students</b>	<b>2</b>	
	<b>Standard/Indicator</b>	<b>TF-VI.B</b>		
	<b>Communication with Site Mentor</b>	<b>none</b>		
<b>Hours worked this month:</b>			<b>10</b>	
<b>Total Internship hours to date including this month:</b>			<b>58.5</b>	

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<b>Date: December 2009</b>			<b>Total Internship hours at the start of the month:</b>	<b>58.5</b>
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>	
<b>1</b>	<b>Week's Activities</b>	<b>Career Exploration students work in groups using all MS Office applications to create a business related product</b>	<b>10</b>	
	<b>Standard/Indicator</b>	<b>TF III.C</b>		
	<b>Communication with Site Mentor</b>	<b>E-mailed copies of project description to parents and Ms. Taylor</b>		
<b>2</b>	<b>Week's Activities</b>	<b>1.Created lesson, rubrics, and timelines for Career Explorations group project 2. Created evaluation rubrics for Career Explorations group project through peer and self-assessments, group presentation, and teacher observation.</b>	<b>1 1</b>	
	<b>Standard/Indicator</b>	<b>1. TF III.D 2. TF-IV.C</b>		
	<b>Communication with Site Mentor</b>	<b>E-mailed copy of lesson plan and rubrics to Ms. Taylor</b>		
<b>3</b>	<b>Week's Activities</b>	<b>Administered online Technology Applications Semester exam using K12 Simple Assessments</b>	<b>2</b>	
	<b>Standard/Indicator</b>	<b>TF IV.B</b>		
	<b>Communication with Site Mentor</b>	<b>Ms. Taylor received copy of results. Discussed strong and weak areas.</b>		
<b>4</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>5</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>Hours worked this month:</b>				<b>14</b>
<b>Total Internship hours to date including this month:</b>				<b>72.5</b>

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<b>Date: January 2010</b>		<b>Total Internship hours at the start of the month:</b>	<b>72.5</b>
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>	<b>Met with other Technology Apps teacher to plan scope and sequence for the semester</b>	<b>2</b>
	<b>Standard/Indicator</b>	<b>TF III.A</b>	
	<b>Communication with Site Mentor</b>	<b>E-mailed copy to scope and sequence</b>	
<b>2</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>3</b>	<b>Week's Activities</b>	<b>Dissected RCISD technology plan during Technology Advisory Committee meeting</b>	<b>1.5</b>
	<b>Standard/Indicator</b>	<b>TF II.C</b>	
	<b>Communication with Site Mentor</b>	<b>None</b>	
<b>4</b>	<b>Week's Activities</b>	<b>1. Dissected RCISD technology plan during Technology Advisory Committee meeting</b>	<b>1.5</b>
		<b>2. Met with Technology Advisory Committee to discuss Web 2.0 tools, document cameras, &amp; interactive boards</b>	<b>1.5</b>
		<b>3. Discussed new Web 2.0 tools, document cameras, &amp; interactive boards in Technology Advisory Committee meeting</b>	<b>1.5</b>
	<b>Standard/Indicator</b>	<b>1. TF V.A 2. TF VI.C 3. TF VIII.A</b>	
	<b>Communication with Site Mentor</b>		
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>8</b>
<b>Total Internship hours to date including this month:</b>			<b>80.5</b>

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<b>Date: February 2010</b>		<b>Total Internship hours at the start of the month:</b>	<b>80.5</b>
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>	<b>Met with appointed campus technology mentor teachers to discuss roles and responsibilities</b>	<b>2</b>
	<b>Standard/Indicator</b>	<b>TF V.I.E</b>	
	<b>Communication with Site Mentor</b>	<b>Ms. Taylor attended meeting</b>	
<b>2</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>3</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>4</b>	<b>Week's Activities</b>	<b>1. Attended "Computer as a Door" Webinar to prepare for next Technology or Computer Committee meeting</b>  <b>2. Attended "How to Lead as an Agent of Change" webinar for next Technology or Computer Committee Meeting</b>  <b>3. Attended "Inspiring the Leader Within" webinar for next Technology or Computer Committee Meeting</b>	<b>1</b>  <b>1</b>  <b>1</b>
	<b>Standard/Indicator</b>	<b>1. TF II.B</b> <b>2. TF VIII.B</b> <b>3. TF VIII.D</b>	
	<b>Communication with Site Mentor</b>	<b>None</b>	
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>5</b>
<b>Total Internship hours to date including this month:</b>			<b>85.5</b>

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<b>Date:</b> March 2010		<b>Total Internship hours at the start of the month:</b>	85.5
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	Week's Activities		
	Standard/Indicator		
	Communication with Site Mentor		
<b>2</b>	Week's Activities	Completed STAR chart for campus, district, and state technology assessment	.5
	Standard/Indicator	TF V.B	
	Communication with Site Mentor	Ms. Taylor is notified when I've completed the chart	
<b>3</b>	Week's Activities		
	Standard/Indicator		
	Communication with Site Mentor		
<b>4</b>	Week's Activities		
	Standard/Indicator		
	Communication with Site Mentor		
<b>5</b>	Week's Activities		
	Standard/Indicator		
	Communication with Site Mentor		
<b>Hours worked this month:</b>			<b>.5</b>
<b>Total Internship hours to date including this month:</b>			<b>86</b>

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<b>Date: April 2010</b>		<b>Total Internship hours at the start of the month:</b>	<b>86</b>
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>2</b>	<b>Week's Activities</b>	<b>Dissected district Technology Plan for 2011-2014 with Technology Advisory Committee</b>	<b>1.5</b>
	<b>Standard/Indicator</b>	<b>TF VII.A</b>	
	<b>Communication with Site Mentor</b>	<b>none</b>	
<b>3</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>4</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>1.5</b>
<b>Total Internship hours to date including this month:</b>			<b>87.5</b>

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<b>Date:</b> May 2010		<b>Total Internship hours at the start of the month:</b>	87.5
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>2</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>3</b>	<b>Week's Activities</b>	Showed internet safety presentation to students	<b>2</b>
	<b>Standard/Indicator</b>	TF VLB	
	<b>Communication with Site Mentor</b>	none	
<b>4</b>	<b>Week's Activities</b>	Career Exploration students work in groups using all MS Office applications to create a business related product	<b>10</b>
	<b>Standard/Indicator</b>	TF IILC	
	<b>Communication with Site Mentor</b>	E-mailed copies of project description to parents and Ms. Taylor	
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>12</b>
<b>Total Internship hours to date including this month:</b>			<b>99.5</b>



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<b>Date:</b> July 2010		<b>Total Internship hours at the start of the month:</b>	99.5
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>2</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>3</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>4</b>	<b>Week's Activities</b>	Showed colleague how to use Movie Maker and Discovery stream	2
	<b>Standard/Indicator</b>	TF I.B and TF V.C	
	<b>Communication with Site Mentor</b>	None	
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>2</b>
<b>Total Internship hours to date including this month:</b>			<b>101.5</b>

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<b>Date: August 2010</b>		<b>Total Internship hours at the start of the month:</b>	101.5
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>	<b>Met with other Technology Apps teacher to plan scope and sequence for the semester</b>	<b>2</b>
	<b>Standard/Indicator</b>	<b>TF III.A</b>	
	<b>Communication with Site Mentor</b>	<b>E-mailed copy to Ms. Taylor</b>	
<b>2</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>3</b>	<b>Week's Activities</b>	<b>Train other teachers how to use RSCCC grade book &amp; attendance system</b>	<b>3</b>
	<b>Standard/Indicator</b>	<b>TF I.A</b>	
	<b>Communication with Site Mentor</b>	<b>Reviewed presentation with Ms. Taylor for input and approval</b>	
<b>4</b>	<b>Week's Activities</b>	<b>1. Created classroom website to keep community stakeholders informed</b> <b>2. Showed colleagues video and power point over copyright law</b>	<b>6</b> <b>1</b>
	<b>Standard/Indicator</b>	<b>1. TF V.D</b> <b>2. TF VI.A</b>	
	<b>Communication with Site Mentor</b>	<b>Discussed with Ms. Taylor for input and approval</b>	
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>12</b>
<b>Total Internship hours to date including this month:</b>			<b>113.5</b>

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<b>Date: November 2010</b>			<b>Total Internship hours at the start of the month:</b>	113.5
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>	
<b>1</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>2</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>3</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>4</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>5</b>	<b>Week's Activities</b>	Showed internet safety presentation to students	<b>2</b>	
	<b>Standard/Indicator</b>	TF VLB		
	<b>Communication with Site Mentor</b>	none		
			<b>Hours worked this month:</b>	<b>2</b>
			<b>Total Internship hours to date including this month:</b>	<b>115.5</b>

**Appendix F: Field-based Activities Report**  
**Lamar University – M.Ed. in Educational Technology Leadership**  
**Field-based Activities Monthly Report - Part 1: Log**

**Instructions:** Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month's hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

<b>Date:</b>	<b>December 2010</b>		<b>Total Internship hours at the start of the month:</b>	<b>115.5</b>
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>	
<b>1</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>2</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
<b>3</b>	<b>Week's Activities</b>	<b>Career Exploration students work in groups using all MS Office applications to create a business related product</b>	<b>10</b>	
	<b>Standard/Indicator</b>	<b>TF III.C</b>		
	<b>Communication with Site Mentor</b>	<b>E-mailed copies of project description to parents and Ms. Taylor</b>		
<b>4</b>	<b>Week's Activities</b>	<b>1. Administered Career Explorations semester exam on Cross-Tec software</b>	<b>2</b>	
		<b>2. Administered online Technology Applications Semester exam using K12 Simple Assessments</b>	<b>2</b>	
	<b>Standard/Indicator</b>	<b>1. TF IV.A 2. TF IV.B</b>		
	<b>Communication with Site Mentor</b>	<b>Discussed results with Ms. Taylor</b>		
<b>5</b>	<b>Week's Activities</b>			
	<b>Standard/Indicator</b>			
	<b>Communication with Site Mentor</b>			
			<b>Hours worked this month:</b>	<b>14</b>
			<b>Total Internship hours to date including this month:</b>	<b>129.5</b>

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**Field-based Activities Monthly Report - Part 1: Log**

**Instructions:** Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month's hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

<b>Date:</b>	<b>January 2011</b>	<b>Total Internship hours at the start of the month:</b>	<b>129.5</b>
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>	<b>Met with other Technology Apps teacher to plan scope and sequence for the semester</b>	<b>1</b>
	<b>Standard/Indicator</b>	<b>TF III.A</b>	
	<b>Communication with Site Mentor</b>	<b>E-mailed copy to Ms. Taylor</b>	
<b>2</b>	<b>Week's Activities</b>	<b>Went over new purchasing procedure to avoid duplications and save money with Technology Advisory Committee</b>	<b>1.5</b>
	<b>Standard/Indicator</b>	<b>TF VII.B</b>	
	<b>Communication with Site Mentor</b>	<b>Shared notes with Ms. Taylor</b>	
<b>3</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>4</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>2.5</b>
<b>Total Internship hours to date including this month:</b>			<b>132</b>

**Appendix F: Field-based Activities Report**  
**Lamar University – M.Ed. in Educational Technology Leadership**  
**Field-based Activities Monthly Report - Part 1: Log**

**Instructions:** Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month's hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

<b>Date:</b> March 2011		<b>Total Internship hours at the start of the month:</b>	132
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>2</b>	<b>Week's Activities</b>	<b>Completed STAR chart for campus, district, and state technology assessment</b>	<b>.5</b>
	<b>Standard/Indicator</b>	<b>TF V.B</b>	
	<b>Communication with Site Mentor</b>	<b>Ms. Taylor is notified when I've completed the chart</b>	
<b>3</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>4</b>	<b>Week's Activities</b>	<b>Planning for Excel Classes to teach at District Professional Development</b>	<b>3</b>
	<b>Standard/Indicator</b>	<b>TF II.D</b>	
	<b>Communication with Site Mentor</b>	<b>None yet, waiting for presentation partner's portion</b>	
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>3.5</b>
<b>Total Internship hours to date including this month:</b>			<b>135.5</b>

**Appendix F: Field-based Activities Report****Lamar University – M.Ed. in Educational Technology Leadership****Field-based Activities Monthly Report - Part 1: Log**

**Instructions:** Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month's hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

<b>Date:</b> June 2011		<b>Total Internship hours at the start of the month:</b>	135.5
<b>Week</b>	<b>Functions</b>	<b>Description</b>	<b>Hrs</b>
<b>1</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>2</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>3</b>	<b>Week's Activities</b>	<b>1. Plan, demonstrate, and help implement lessons using Excel during District Professional Development</b>  <b>2. Show teachers how to implement Excel into their lessons during District Professional Development (2 days x 6 hours)</b>  <b>3. Show teachers how to implement Excel into their lessons during District Professional Development</b>	<b>13.5</b>  <b>12</b>  <b>12</b>
	<b>Standard/Indicator</b>	1. TF II.A, E, F 2. TF V.A	
	<b>Communication with Site Mentor</b>	Will seek input once presentation compilation is finished	
<b>4</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>5</b>	<b>Week's Activities</b>		
	<b>Standard/Indicator</b>		
	<b>Communication with Site Mentor</b>		
<b>Hours worked this month:</b>			<b>37.5</b>
<b>Total Internship hours to date including this month:</b>			<b>173</b>